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10 AUG 1973

MEMORANDUM FOR: Director of Personnel
VIA : Deputy Director for Management and Services
FROM : Director of Security
SUBJECT : Reorganization of the Staffing Complement
of the Office of Security

1. Action Requested: It is requested that (1) the Deputy Director for Management and Services approve the reorganization of the Office of Security and (2) that the Director of Personnel approve the reorganized Office of Security position structure.
2. Basic Data: The proposed reorganization is designed to meet the revised FY 1974 staff ceiling by structuring the Office of Security along "clean, functional lines" and otherwise consolidating operating and staff units to permit the deletion of excessive positions without diminishing operational effectiveness. The immediate and obvious changes from a management standpoint are the elimination of all senior staff elements, the reduction of divisions from 9 to 6, and the deletion of positions in FY 1974 without increasing our average grade. Significant organizational changes include the following:

a. The Deputy Director for Policy and Management (DD/P&M) is established to merge under a senior officer's supervision matters relating to budgetary program submissions, project objectives, administrative support, computer systems security, security records management, and all activities in the field of security policy.

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b. The Personnel Security and Investigations Directorate (DD/PSI) consolidates the Investigations and Operational Support Directorate and the Personnel Security Directorate. This will place all people-oriented problems in the clearance and investigative support field under the supervision of one senior officer. Functions of the Security Research Staff are also being absorbed within this Directorate. The benefits of this merger include greater uniformity, reduction of clearance processing time at Headquarters, and the improvement of internal dealings within the Agency.

c. Realignments in the Physical, Technical, and Overseas Security Directorate will consolidate all survey functions, whether foreign or domestic, under one senior manager, increasing our flexibility in this regard. The placement of alarms and physical security equipment specialists in the same division will substantially increase our capability to respond by incorporating all engineering capabilities within one division.

25X1 d. A review of the position structure in our [] offices was recently completed by the Position Management and Control Division, Office of Personnel. Although recommendations advanced by this study are currently under consideration, the [] have been subjected to the loss of [] positions which are in addition to the [] resulting from the reorganization (Attachments D and E).

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3. Staff Position: Attachments as indicated below are forwarded in support of the proposed reorganization. Position descriptions will be provided separately.

Attachment A - Proposed Office of Security
Table of Organization

Attachment B - Proposed Office of Security
Organization Chart

Attachment C - Functional Statement for
each Directorate

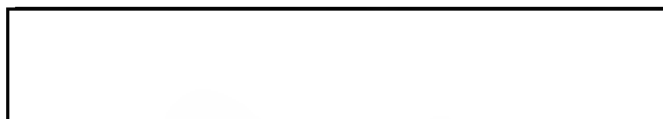
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Attachment D - Proposed Position Grade
Structure by Components

Attachment E - Office of Security Position
Summary by Grade

4. Recommendation: It is recommended that the proposed reorganization and revised staffing complement of the Office of Security be approved.



Howard J. Osborn
Director of Security

Attachments

APPROVED:

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HAROLD L. BROWNMEN
Deputy Director
for
Management and Services

Date

APPROVED:

John F. Blake
Director of Personnel

Date

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